Arizona Department of Education
Tom Horne, Superintendent of Public Instruction

Wrapping-up the Year in SAIS

This 2½ half hour presentation will focus on the procedures that are necessary for personnel from Local Educational Agencies (LEAs) to make sure that all data required for the current school year has been submitted to and resides in SAIS. Emphasis will be placed on the use and significance of the ADE generated Student Detail Reports that display the raw data used by various units within ADE.

Changes coming to SAIS for fiscal year 2008 that have significance to those who must submit and manage SAIS data will also be discussed.

Workshop Activities

- Participants will be guided through a checklist of the ADE generated Student Detail reports that should be used to verify that the data that reside in SAIS are or will be complete, accurate and free of integrity errors by specified deadlines.

- Explanation of the process to correct SAIS data after June 29, 2007.

- A brief overview of the changes in SAIS data collection requirements for FY2008.
  (Includes several minor changes for students who participate in ELL programs, additional reporting requirements for students who participate in certain Early Childhood Education Programs and significant changes to SPED exit reasons and SPED Service Codes.)

- Opportunities for participants to pose questions related to data collection processes in SAIS.

Information for workshop participants:

- Pre–registration through use of the ADE "Calendar of Events" located at http://www.ade.az.gov/onlineregistration/calendar/RenderCalendar.asp is required.

- Workshop dates, times and locations are found on page 2.

- Please visit the STaR Team website to download the documents used to support this presentation.

- Sessions will begin promptly at 1:00 PM. Participants are asked to allow adequate time for travel, parking and locating the classroom.

Supporting Documentation

Available for download at http://ade.az.gov/schoolfinance/star by noon on May 4, 2007.
Please print and carry copies of each document to the workshop.

- Workshop Agenda
- School Finance Memo 07-064 FY2007 SAIS Closure – Year End Processing
- Checklist: Wrapping-up the Year in SAIS
- FY08 SAIS Changes

Wrapping-up the Year in SAIS

All workshop times: 1:00 PM to 3:30 PM

Northern Region Workshop Locations

Wednesday, May 9, 2007	Show Low USD, District Auditorium, Green Room , 500 W. Old Linden Rd. Show Low, AZ
Thursday, May 10, 2007	Flagstaff USD, Boardroom, 3285 E. Sparrow Ave. Flagstaff, AZ
Monday, May 14, 2007	Chinle HS Room D11, US Hwy 191 & Navajo Rt. 7, Chinle, AZ
Wednesday, May 16, 2007	Page USD, Board Room, 500 S. Navajo Dr. Page, AZ
Tuesday, May 22, 2007	Kingman USD Board Room, 3033 MacDonald Ave., Kingman, AZ
Wednesday, May 23, 2007	Prescott USD, Board Room, 146 S Granite St, Prescott, AZ 86303

Central Region Workshop Locations

Monday, May 7, 2007	Arizona Department of Administration, 100 N. 15th Avenue, Phoenix, AZ
Monday, May 14, 2007	Gilbert USD, Boardroom, 140 S. Gilbert Road, Gilbert, AZ
Thursday, May 17, 2007	Madison ESD, Boardroom, 5601 N. 16th Street, Phoenix, AZ
Friday, May 18, 2007	ADE Student Services Building, Rooms 100/101, 2005 N. Central Ave., Phoenix, AZ
Wednesday, May 23, 2007	Peoria USD, Training Room 2, 6330 W. Thunderbird Rd. Glendale, AZ

Southern Region Workshop Locations

Tuesday, May 8, 2007	Yuma Educational Technology Consortium Computer Lab, 596 S. 4th Ave., Yuma, AZ
Wednesday, May 9, 2007	Lee Instructional Resource Center (LIRC) Computer Lab, 2025 E. Winsett Street, Tucson, AZ
Thursday, May 10, 2007	Sierra Vista USD Special Services Building, 3401 E. Fry Blvd., Sierra Vista, AZ
Friday, May 11, 2007	Graham County General Services Building Meeting Room, 921 Thatcher Blvd., Safford, AZ
Thursday, May 24, 2007	Lee Instructional Resource Center (LIRC) Computer Lab, 2025 E. Winsett Street, Tucson, AZ

For driving/parking directions, please click on:
Directions to STaR Team Workshop Locations at http://www.ade.az.gov/schoolfinance/star